



# NEWSLETTER

*Bringing personnel news to our City workforce.*

Mufi Hannemann, Mayor  
City & County of Honolulu

August, No. 06-5

Kenneth Y. Nakamatsu, Director  
Department of Human Resources

## ***Are you in the Hybrid Retirement Plan? AND Are you eligible to retire before the end of 2007?***

If you answered, "YES" to both questions, you may want to register to attend this special session!

### ***Special Hybrid Retirement Information Session***

Representatives from the Employees' Retirement System (ERS) will be conducting this special Hybrid Retirement Plan Information Session geared particularly for those employees who joined the Hybrid Plan and are planning on retiring before the end of 2007. The session will cover various retirement options available under the Hybrid Retirement Plan.

**Where:** *Mission Memorial Auditorium  
550 South King Street  
(Red Brick Building)*

**When:** *Tuesday, August 15, 2006*

**Time:** *9:00 A.M. to 11:00 A.M.*

Register for this session through your Departmental Training Coordinator. There is limited seating, so it will be first come, first served. ■

### ***NEWS FROM THE CITY'S ETHICS COMMISSION***

***Going to act? Do the right thing!***

### ***Political Campaign Season is Upon Us***

Once again there are important national, state and local elections this fall. Many City employees work in election campaigns. That's great, as long as you don't do so during City work time or with any City resources. City resources are anything paid for by the taxpayers like equipment, facilities, and services such as interdepartmental mail. Recently, the State Labor Relations Board ruled that a government employee was not allowed to post campaign materials received from his union on government premises.



If you'd like more information on the restrictions on political activities, read our Guidelines on Campaign Activities at [www.honolulu.gov/ethics](http://www.honolulu.gov/ethics) or call the Ethics Commission at 527-5573.

***Ethics Tip:*** *Most employees have a good sense of right and wrong, but sometimes we're faced with tough decisions. When you're worried about whether your action will be ethical, ask yourself this question: "Would I want my family reading about this in the newspaper?" If not, your conduct may not be ethical.*

**Contact us:** it's quick and it's confidential. 527-5573 or [ctotto@honolulu.gov](mailto:ctotto@honolulu.gov).

## 2006 Employees Awards Program

### October 30<sup>th</sup> at 10:00 a.m. at the Neal Blaisdell Concert Hall

*All employees are invited to attend the 2006 Employees Awards Program on Monday, October 30<sup>th</sup> at 10:00 a.m., Neal Blaisdell Concert Hall. This program recognizes the Departmental Employee of the Year nominees, Manager of the Year nominees, Service Award (25, 35 and 45 years) honorees, Exceptional Achievement Award honorees and Valor Award honorees. Mark your calendars to be there!*

*Carpooling is encouraged.*

### ***Do you know who gets your \$31,217 life insurance?***

City employees who receive health benefits are eligible for a free \$31,217 group life insurance policy (if under age 65). Effective July 1, 2006 the



benefit was increased to \$31,217 for employees under age 65. In the event of your unforeseen death as an employee, the person or persons identified, as beneficiary(ies) is eligible to receive the \$31,217. Who

did you name as beneficiary? If you can't remember, you may want to complete a new beneficiary document. Please call your department personnel officer and they will be glad to provide you with a new form. ■

### **SICK LEAVE CREDITS ARE VALUABLE**

Protect yourself from loss of income by saving your sick leave credits and using it only when it's really needed.

**SAVE IT!** Earned sick leave credits may be applied toward your pension checks when you retire! ■

### ***Employee ID Numbers are on your pay stub***

You can find your employee ID number on the top left side of your pay stub. All employees have been issued an employee ID number and this number is being used in lieu of your social security number. You may want to keep this number readily available. ■



### ***Employees' Retirement System of the State of Hawaii [www4.hawaii.gov/ers/](http://www4.hawaii.gov/ers/)***

Most employees are earning credits in the Employees' Retirement System (ERS) while working for the City. (Generally if you are eligible for health insurance benefits from the City, you are earning ERS credits.) If you are one of these employees you may be interested in the website the ERS established for its members. Some of the areas covered by the website are: general information for hybrid, contributory, and non-contributory members, information for prospective retirees, a benefits calculator, forms and reports. The website can be a useful tool; however, **if you are making any life decisions based on the information provided on this site, you must confirm that information with the ERS to avoid any problems.** ■

### **CAREGIVER EDUCATION/SUPPORT GROUP**



Are you helping out an elderly person? This may be for you.

Family Caregiving series has started. If you missed sessions before, now is the time to catch up. If you have friends who need the information, urge them to join us. It is fine to bring your lunch.

**Next group:**

**Thursday, August 17, 2006**

**11:45 a.m. to 12:45 p.m.**

**DHR 10<sup>th</sup> floor conference room, HMB**



Group sessions are held every other Thursday through October 26, 2006.

For information call Lorraine Fay at 592-8628 or email at [lfay@elderlyaffairs.com](mailto:lfay@elderlyaffairs.com)